



Town of Groton, Connecticut

Meeting Minutes

Town Council Committee of the Whole

45 Fort Hill Road
Groton, CT 06340-4394
Town Clerk 860-441-6640
Town Manager
860-441-6630

Mayor Patrice Granatosky, Councilor David Atwater, Councilor Conrad F. Heede, Councilor Rachael Franco, Councilor Rich Moravsik, Councilor Lian Obrey, Councilor Juliette Parker, Councilor Rita Schmidt, and Councilor Joe Zeppieri

Tuesday, April 24, 2018

6:30 PM

Town Hall Annex - Community Room 1

REGULAR MEETING - REVISED AGENDA

1. CALL TO ORDER

Mayor Granatosky called the meeting to order at 6:30 p.m.

2. ROLL CALL

Members Present: Chairperson Granatosky, Councilor Atwater, Councilor Franco, Councilor Heede, Councilor Moravsik, Councilor Obrey, Councilor Parker, Councilor Schmidt and Councilor Zeppieri

Also present were Town Manager John Burt and Assistant to the Town Manager Nicki Bresnahan.

3. Calendar and Communications

Councilors reported on the meetings and events that they attended, and communications that they received.

4. Approval of Minutes

2018-0099 Approval of Minutes (Committee of the Whole)

RESOLUTION ACCEPTING COMMITTEE OF THE WHOLE MINUTES

RESOLVED, that the minutes of the Town Council Committee of the Whole meeting of April 10, 2018 are hereby accepted and approved.

A motion was made by Councilor Moravsik, seconded by Councilor Obrey, to adopt.

The motion carried unanimously

5. UNFINISHED BUSINESS

None.

6. NEW BUSINESS

2018-0102 Approving FYE 2019 Budgets

Discussed

Director of Finance Cindy Landry noted that the Town Manager presented a budget requiring a 6.5% increase from the FYE 2018 budget and a 1.4 mill increase. After the Town Council's review of the budget, the FYE 2019 budget represents a 4.2% increase from the FYE 2018 budget and a .65 mill increase. No fund balance was used to calculate the tentative tax rates. After the Town Council sets the tentative tax rates, the budget will move on to the RTM. After the RTM makes adjustments, the Town Council will set the final mill rates on or before June 9th. Ms. Landry noted information provided to the Council which includes a Reconciliation of the General Fund Budget from Manager to Town Council; Reconciliation of Capital Projects/Capital Reserve Fund Budget from Manager to Town Council; and Comparisons by Function and Fund for the General Fund and Other Funds.

Councilor Zeppieri asked for periodic reports on appropriations versus expenditures.

A motion was made by Councilor Parker, seconded by Councilor Moravsik, that this matter be

Recommended for a Resolution.

The motion carried unanimously

2018-0103 Computation of Tax Rate for General Fund (FYE 2019)

A motion was made by Councilor Franco, seconded by Councilor Heede, that this matter be Recommended for a Resolution.

The motion carried unanimously

2018-0104 Computation of Tax Rate for Mumford Cove (FYE 2019)

A motion was made by Councilor Heede, seconded by Councilor Moravsk, that this matter be Recommended for a Resolution.

The motion carried unanimously

2018-0105 Computation of Tax Rate for Groton Sewer District (FYE 2019)

A motion was made by Councilor Obrey, seconded by Councilor Atwater, that this matter be Recommended for a Resolution.

The motion carried unanimously

2018-0106 Resolution Setting RTM Annual Meeting Date for the FYE 2019 Town Budget

A motion was made by Councilor Atwater, seconded by Councilor Schmidt, that this matter be Recommended for a Resolution.

This referral involves the Town Council setting the Annual Budget Meeting for the RTM on Monday, April 30, 2018 at 7:00 pm.

The motion carried unanimously

2017-0226 Superintendent of Groton Public Schools - Update (Standing Referral)

Discussed

Superintendent of Schools Dr. Mike Graner updated the Council on the Cutler and West Side magnet school lottery; a committee meeting to decide the themes for the converted elementary schools; and a meeting with Congressman Courtney regarding a proposal to provide vouchers for military-dependent students out of Impact Aid grant. Dr. Graner stated he was also prepared to answer questions regarding water quality concerns.

Dr. Graner and Sam Kilpatrick responded to questions from Councilors regarding the upcoming school renovation/building program.

The Committee of the Whole recessed at 7:03 p.m. to conduct a special meeting of the Town Council. The Committee reconvened at 7:22 p.m.

Mayor Granatosky noted there were some questions about a CIP project that was reviewed as part of the budget, questions on floor plans and test results forwarded by Dr. Graner, and information on potential sources of funding. Councilors posed their questions and Dr. Graner responded. Dr. Graner provided background information on testing of the water at the schools for lead and the results. Lengthy discussion followed on finding the source of the lead, identifying where funding will come from, notifying staff and students of the problem, and providing bottled water in the affected areas.

2018-0108 Filling the Assessment Analyst Associate Position in the Finance Department

Discussed and Recommended no action taken

Director of Finance Cindy Landry and Assessor Mary Gardner were present. Ms. Landry noted the existing Assessment Analyst Associate will be retiring as of June 1st. The position's responsibilities are primarily related to Personal Property, but there are other duties as well. This is a critical position in the division, and the duties would have to be absorbed by others in the office if the position were not filled.

A motion was made by Councilor Obrey, seconded by Councilor Heede, to authorize the Town Manager to fill the Assessment Analyst Associate position.

The motion carried unanimously.

2018-0094 Assessment Analyst Associate Job Description

Discussed

Director of Finance Cindy Landry and Assessor Mary Gardner were present. Ms. Landry explained that whenever there is an opening, such as with the retirement of the Assessment Analyst Associate, the job description is reviewed. The Assessment Technician job description was also updated since it had not been reviewed since 1995. There is no change in pay associated with either job description.

A motion was made by Councilor Zeppieri, seconded by Councilor Schmidt, that this matter be Recommended for a Resolution.

The motion carried unanimously

2018-0095 Assessment Technician Job Description

A motion was made by Councilor Parker, seconded by Councilor Zeppieri, that this matter be Recommended for a Resolution.

See discussion in April 24, 2018 Committee of the Whole minutes under 2018-0094 Assessment Analyst Associate Job Description.

The motion carried unanimously

2018-0097 Bill Memorial Library Neighborhood Assistance Act Program Application (2018)

Discussed

Paige Bronk, Manager of Economic and Community Development, explained that the State has a Neighborhood Assistance Action Program that provides tax credits to companies that donate funds to projects. Qualified organizations can submit applications for projects, which the municipality receives for review. The Town has received one submittal from the Bill Memorial Library for energy conservation project to replace their HVAC system. The value of the project is \$63,600. Staff is requesting the Town Council to schedule a public hearing on June 5th. Groton Utilities has agreed to sponsor the project.

A motion was made by Councilor Heede, seconded by Councilor Parker, to schedule a public hearing on the Bill Memorial Library Neighborhood Assistance Act application.

The motion carried unanimously

2018-0092 Chelsea Groton Foundation Grant - Library

Discussed

Town Manager Burt explained the request to apply to Chelsea Groton Foundation for a grant of \$6,406.40 to replace furniture in the children's activity room at the Library.

A motion was made by Councilor Zeppieri, seconded by Councilor Parker, that this matter be Recommended for a Resolution.

The motion carried unanimously

2018-0110 Supplemental Appropriation to the Recreation and Senior Activities Fund for Senior Programs

Discussed

Mary Jo Riley, Senior Center Supervisor, presented the request for approval of a supplemental appropriation from the Recreation and Senior Activities unassigned fund balance in the amount of \$2,450 for the purchase of a recumbent stepper to replace a broken treadmill in the fitness center.

A motion was made by Councilor Moravsik, seconded by Councilor Franco, that this matter be Recommended for a Resolution.

The motion carried unanimously

2018-0098

Resolution in Support of Senate Bill 103 Permanently Banning the Disposal of Fracking Waste in Connecticut

Discussed

Mayor Granatosky explained that CCM has requested all municipalities to support Senate Bill 103 which calls for a permanent ban on the disposal of fracking waste in Connecticut.

A motion was made by Councilor Parker, seconded by Councilor Franco, that this matter be Recommended for a Resolution.

The motion carried unanimously

2016-0255

Purchase of Tablets for the Town Council

Discussed and Recommended no action taken

Assistant to the Town Manager Nicki Bresnyan updated the Council on a project to replace Legistar, the Town's legacy agenda/minutes management software, with a new product. PROVOX's Agenda.net will expand agenda/minutes management to other boards and commissions in Town and greatly enhance public access to agendas, minutes, and agenda packet information through a portal on the Town's web site. Members of boards and commissions can receive indexed electronic agenda packets. The Council was asked to review the referral list and delete as many items as possible to assist in the switchover to the new system. The Council was also asked to consider whether or not they wanted to receive electronic agenda packets which may require the purchase of devices and additional training to work with the meeting documents. Discussion followed.

The consensus of the Committee was to continue receiving hard copy agenda packets, but to receive some training on working with and accessing electronic documents.

2018-0115

Adoption of Illicit Stormwater Discharge Ordinance

Discussed

Town Manager Burt noted that the Town Council conducted a public hearing on this proposed ordinance regarding illicit stormwater discharge.

A motion was made by Councilor Atwater, seconded by Councilor Moravsik, that this matter be Recommended for a Resolution.

The motion carried unanimously

7. Consideration of Committee Referral Items as per Town Council Referral List

None.

8. OTHER BUSINESS

None.

9. ADJOURNMENT

A motion was made by Councilor Heede, seconded by Councilor Zeppieri, to adjourn the meeting at 8:37 p.m.

The motion carried unanimously.